

SUMMERFIELD TOWNSHIP

9971 N. FINLEY LAKE AVE, HARRISON, MI 48625

REGULAR BOARD MEETING AGENDA

AUGUST 29, 2023

6:30 PM

1. CALL TO ORDER/PLEDGE - 6:31.
2. ROLL CALL
  - Dan Wilhelm - Absent
  - Mike Romatz - Pre.
  - Glenn Alexander - Pre
  - Sheri Levy - Pre
  - Jaclyn Hall - Pre
3. GUEST - DAVE HOEFLING - ~~DAVE~~ - Annual renewal Contract 2024 Gyrost Moth MSU Exten. Renewal.
4. GUEST- JERRY BECKER - Storm Shelter Plan. - 7 over
5. PUBLIC COMMENT - over ->
6. Approve Agenda - Motion: Jaclyn 2nd: Glenn all. favor
7. CONSENT AGENDA: Motion: Jaclyn 2nd: Sheri all in favor.
  - A. PAYROLL-
  - B. ACCOUNTS PAYABLE
  - C. APPROVE MINUTES FROM: July 25, 2023 Regular Board Meeting
8. TREASURER REPORT - on file
9. CLERK REPORT
  - A. FIRE/POLICE
10. OLD BUSINESS - Jackson Road invoice came in \$15,000 less than quote.
11. NEW BUSINESS - Dave's Windows - table Motion - Jaclyn 2nd: Sheri all in favor.
12. PUBLIC COMMENTS: on Back. Glenn
13. ADJOURN MEETING. 7:20 pm.

08/23/2023 11:07 AM  
User: JACLYN  
DB: Summerfield Twp

CHECK REGISTER FOR SUMMERFIELD TOWNSHIP HALL  
CHECK DATE FROM 07/26/2023 - 08/23/2023

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN GEN FUND						
07/31/2023	GEN	12223	00107	SOM DISBURSEMENT UNIT-CHILD SUPPORT	SOM - CHILD SUPPORT JULY 16-31 2023	99.75
08/04/2023	GEN	12224	00003	BS&A SOFTWARE	ASSESSING SYSTEM SERVICE & SUPPORT	729.00
08/04/2023	GEN	12225	00006	CAPITAL EQUIPMENT CLARE	BLADE, CIR-CLIP INTERNAL, AND BEARING F	105.10
08/04/2023	GEN	12226	00014	CLARE COUNTY TREASURER	2023 DEFERMENT ADS	24.63
08/04/2023	GEN	12227	00023	FAHEY SCHULTZ BURZYCH RHODES	CELL TOWER CONTRACT REVIEW/REWRITE WITH	1,620.00
08/04/2023	GEN	12228	00068	MVW & ASSOCIATES INC.	ASSESSOR CONTRACT	750.00
08/04/2023	GEN	12229	00053	RHINEHART, THOMAS	GAS FOR MOWING PARK, HALL & CEMETERY	54.00
08/04/2023	GEN	12230	00057	VASHER EXCAVATING	ELOISE BUGBEE BURIEL L34PG	400.00
					DAVID DEVON'ROY BRENT BURKHARD BURIEL L	150.00
						550.00
08/09/2023	GEN	12231	00014	CLARE COUNTY TREASURER	JBOR 2022 TAX ADJUSTMENTS FOR MILLAGES	107.43
08/09/2023	GEN	12232	00018	CONSUMERS ENERGY	ELECTRIC BILL STREET LIGHTS 7/1-7/31 20	15.16
					ELECTRIC BILL TRANSFER STATION 7/3-8/1	33.89
					ELECTRIC BILL TOWNSHIP HALL 7/3-8/1 202	132.23
					ELECTRIC BILL LED LIGHT 7/1-7/31 2023	12.09
						193.37
08/09/2023	GEN	12233	00157	DAVE'S PROPERTY MAINTENANCE	WINDOWS ORDERING AND MATERIALS	7,370.00
08/09/2023	GEN	12234	00140	GFL ENVIRONMENTAL	6 FRONT LIFT DUMPSTERS ROLL OFF 1 FRONT	1,165.49
08/09/2023	GEN	12235	00124	MUNIWEB	WEBHOSTING, MAINTENANCE, AND DOMAIN REN	288.95
08/09/2023	GEN	12236	00046	QUILL	INK FOR SUPERVISOR	81.98
					OFFICE SUPPLIES	85.06
					CLEANING SUPPLIES FOR TOWNSHIP/ OFFICE	104.95
						271.99
08/09/2023	GEN	12237	00061	WEINLANDER FITZHUGH	F-65 PREPARATION	800.00
08/16/2023	GEN	12238	00033	HUGHES NETWORK SYSTEM	TOWNSHIP INTERNET	119.98
08/16/2023	GEN	12239	00037	MARION VFW POST 6015	53 FLAGS & STAFFS 2 STAPLES AND MARKERS	163.75
08/16/2023	GEN	12240	00137	MICHIGAN CHLORIDE SALES LLC	ROAD BRINE 7/27/2023	9,743.80
08/16/2023	GEN	12241	00053	RHINEHART, THOMAS	GAS FOR LAWN MOWER	54.00
08/16/2023	GEN	12242	00132	SHERI LEVY	CERTIFIED MAILING AND STAMPS	6.33
08/16/2023	GEN	12243	00122	VC3, INC	MICROSOFT 365 5X\$8.30	41.50
08/22/2023	GEN	12244	00046	QUILL	TONER FOR LEXMARK PRINTER	209.99
GEN TOTALS:						
Total of 22 Checks:						24,469.06
Less 0 Void Checks:						0.00
Total of 22 Disbursements:						24,469.06

**SUMMERFIELD TOWNSHIP**

**9971 N. FINLEY LAKE AVE, HARRISON, MI 48625**

**UNAPPROVED REGULAR BOARD MEETING**

**Tuesday July 25, 2023**

**6:30 PM**

**1. CALL TO ORDER/PLEDGE – 6:31 PM**

**2. ROLL CALL**

Dan Wilhelm – Present

Mike Romatz - Present

Glenn Alexander – Present

Sheri Levy – Present

Jaclyn Hall - Present

**3. GUEST – DAVE HOEFLING – gave updates**

**4. PUBLIC COMMENT –**

**5. Approve Agenda – Motion: Dan Wilhelm      2<sup>nd</sup>: Glenn Alexander all in favor**

**6. CONSENT AGENDA: Motion: Dan Wilhelm      2<sup>nd</sup>: Mike Romatz all in favor**

**A. PAYROLL-**

**B. ACCOUNTS PAYABLE**

**C. APPROVE MINUTES FROM: Regular Board Meeting June 27, 2023, Special Meeting July 6, 2023.**

**7. TREASURER REPORT – on file**

**8. CLERK REPORT**

**A. FIRE/POLICE- on file**

**9. OLD BUSINESS- Cell Tower update- cell tower to be placed behind transfer station,  
contract was sent to Lawyers to be looked over before signing into any agreement.**

**10. NEW BUSINESS –**

**11. 1<sup>st</sup> Quarter Budget Amendment Resolution. Motion: Jaclyn Hall      2<sup>nd</sup>: Sheri Levy all**

**in favor. Roll Call: D. Wilhelm Y, M. Romatz Y, G. Alexander Y, J. Hall Y, S. Levy Y**



# AUGUST REPORT

July 2023 Balanced

## GENERAL LEDGER DETAIL MONTHLY ACTIVITY

	Adjusted Beginning Bal.	Receipts	Interest/Fees	Disbursements	Trans IN	Trans OUT	Sweep	Adj.	Adjusted Ending Bal.
GENERAL FUND	\$ 64,043.66	\$ 11,334.04	\$ (327.08)	\$ (6,744.76)		\$ (5,913.07)		\$ (2,136.81)	\$ 60,255.98
GENERAL FUND INVESTMENT	\$ 50,357.86		\$ 226.08						\$ 50,583.94
PAYROLL	\$ -				\$ 5,913.07		\$ (5,043.07)	\$ (870.00)	\$ -
FIRE FUND	\$ 25,014.35								\$ 25,014.35
ROAD FUND	\$ 49,797.85			\$ (9,786.22)					\$ 40,011.63
ROAD FUND INVESTMENT	\$ 100,715.70		\$ 452.17						\$ 101,167.87
TRANSFER STATION FUND	\$ 38,876.70			\$ (1,778.11)					\$ 37,098.59
TRANSFER STATION FUND INVESTMENT	\$ 50,357.86		\$ 226.08						\$ 50,583.94
RUBBISH PAYROLL	\$ 810.00	\$ 1,940.00			\$ 870.00	\$ (870.00)			\$ 2,750.00
TAX DRAWER	\$ 200.00								\$ 200.00
TAXES	\$ 784.70	\$ 40,884.39		\$ (39,020.27)				\$ (1,864.12)	\$ 784.70
ARPA Grant (285)	\$ 8,862.16			\$ (1,359.95)					\$ 7,502.21
TOTAL	\$ 389,820.84	\$ 54,158.43	\$ 577.25	\$ (58,689.31)	\$ 6,783.07	\$ (6,783.07)	\$ (5,043.07)	\$ (4,870.93)	\$ 375,953.21

### General Ledger Total Summary As of 07/31/2023

GENERAL FUND	\$ 60,255.98
GENERAL FUND INVESTMENT	\$ 50,583.94
PAYROLL	\$ -
FIRE FUND	\$ 25,014.35
ROAD FUND	\$ 40,011.63
ROAD FUND INVESTMENT	\$ 101,167.87
TRANSFER STATION FUND	\$ 37,098.59
TRANSFER STATION FUND INVESTMENT	\$ 50,583.94
RUBBISH PAYROLL	\$ 2,750.00
TAX DRAWER	\$ 200.00
TAXES	\$ 784.70
ARPA Grant	\$ 7,502.21
Total of Funds	\$ 375,953.21

### General Fund 'Pooled' Cash Balance As of 07/31/2023

GENERAL	\$ 60,255.98
FIRE	\$ 25,014.35
ROAD	\$ 40,011.63
RUBBISH	\$ 39,848.59
ARPA Grant	\$ 7,502.21
	\$ 172,632.76

### 'Adjusted' Bank Statement Balances As of 07/31/2023

GENERAL	\$ 172,632.76	\$ -
PAYROLL	\$ -	
TAXES	\$ 784.70	
Investments	\$ 202,335.75	
TAX DRAWER	\$ 200.00	
Cash on Hand	\$ 375,953.21	
	\$ -	

**CLARE COUNTY SHERIFF DEPARTMENT**

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**INCIDENTS BY AREA****JULY 2023**

08/01/2023

AREA	NUMBER THIS AREA	INCIDENT TYPE	NUMBER THIS TYPE
		Be On the Look Out	1
		Car/ Deer Accident	2
		LINES DOWN	1
		Non-Aggravated Assault	1
		Traffic Accident	1
		Traffic Stop	1
		Vehicle/Object Road Hazard	2
		Weapons Offense - Other	1
0014	26	Accident, Fire	1
		Aggravated/ Felonious Assault	1
		Ambulance Run	4
		Animal Control Complaint	2
		Be On the Look Out	2
		Damage to Property	1
		Family - Abuse/ Neglect Non-Violent	1
		Fraud - False Pretence/ Swindle/ Confidence Game	1
		General Assistance	3
		Missing Persons	1
		Motorist Assist	1
		ORV PI ACCIDENT	1
		ORV Traffic Stop	1
		Obstructing Justice	2
		Public Peace - Other	1
		Suspicious Persons	1
		Traffic Accident with Injury	1
		Traffic Stop	1
0015	163	Accident, Fire	2
		Aggravated/ Felonious Assault	1
		Ambulance & Rescue	21
		Animal Control Complaint	11
		Be On the Look Out	12
		CSC 1 Penis/ Vagina	1
		Car/ Deer Accident	6
		Civil	2
		Conservation	2
		Damage to Property	2
		False Alarm Activation	6
		General Assistance	10
		General Non-Criminal	1
		Hit & Run Motor Vehicle Accident	1
		Intimidation/ Stalking	5
		Juvenile Runaway	2

# TOWNSHIP CODES

Jul-23

ARTHUR	0001
FRANKLIN	0002
FREEMAN	0003
FROST	0004
GARFIELD	0005
GRANT	0006
GREENWOOD	0007
HAMILTON	0008
HATTON	0009
HAYES	0010
LINCOLN	0011
REDDING	0012
SHERIDAN	0013
SUMMERFIELD	0014
SURREY	0015
WINTERFIELD	0016
GLADWIN CO.	0026
FARWELL	0030
ISABELLA CO	0037
HARRISON	0039
CLARE	0046
MARION	0067



## Sign Up for Emergency Alerts

Clare County uses a service (RAVE) for public wireless and internet notification. Sign up for alerts:  
[www.smart911.com/smart911/registration](http://www.smart911.com/smart911/registration)



Visit [www.http://do1thing.com/](http://do1thing.com/)

- ✓ Make a plan for family reunification, backup power, and special needs in case of disaster or emergency.
- ✓ Make sure and think about your pets in your emergency plan.
- ✓ Assemble a go-bag or kit and make sure to include a 3 day supply of water, food, and medications.



find us on

# Facebook CLARE EMD



## Clare County Emergency Management

225 West Main Street  
Harrison, Mi. 48625

Phone: (989) 539-6161

Email: [beckerj@clareco.net](mailto:beckerj@clareco.net)



# Are You Prepared?



# Clare County Emergency Management

## How we Communicate

- **NOAA Weather Radio**- local frequency 162.525/ Mt. Pleasant/ S.A.M.E. CODE 26035
- **RAVE/Smart 911** Public alerting to your Computer/Cell Phone/Portable Wireless Device/[www.smart911.com/smart911/registration](http://www.smart911.com/smart911/registration)
- **Local radio and television broadcasters**
- **Facebook** at CLARE EMD
- **211 Services/** <http://www.centalmichigan211.org/>
- **Online** at [www.clareco.net/emergencyservices](http://www.clareco.net/emergencyservices)
- Clare County has a system of outdoor emergency alert sirens controlled by the counties dispatch system located in the following communities.
  - City of Clare - Brookwood Park
  - City of Clare - near the cemetery
  - City of Harrison - Tank Hill area - Westlawn Street
  - Freeman Township Hall
  - Grant Township - City of Clare north end near Burger King
  - Greenwood Township - Township Hall M-61.
  - Hamilton Township Park - Dodge City
  - Harrison Airport
  - Lake George - Silver Lake Beach
  - Lincoln Township Fire Department
  - Redding Township – Temple near cemetery area.
  - Summerfield Township - Leota Township Hall.
  - Summerfield Township – West Haskell Lake Road and Jackson Avenue
  - Surrey Township Transfer Station - near Lake 13
  - Garfield Township Fire Department

## Who and What We Are

The purpose of the Clare County Office of Emergency Management is to protect the communities by coordinating and integrating all activities necessary to mitigate against, prepare for, respond to, and recover from threatened or actual natural disasters, acts of terrorism, or other man-made disasters. The Emergency Management Office assesses local capabilities to respond to emergency and disaster situations and advocate emergency preparedness in both the public and private sectors.

## Responsibilities

- Ensure that hazards that threaten Clare County are clearly identified.
- Improve upon the local emergency response related skills of local personnel.
- Conduct exercises to test training and validate plans.
- Increase public awareness of hazards and appropriate mitigation actions.
- Identify and implement vulnerability and risk reduction measures.
- Conducts regular Local Emergency Planning Commission (LEPC) meetings.
- Assist residents and government and private sector organizations.





# Emergency Preparedness Kit Checklist

Water, food, and clean air are important things to have in the event of an emergency. Each emergency preparedness kit should be customized to meet your specific needs, such as medications and infant formula. It should also be customized to include important documents for you and your family.

## Basic Kit - Recommended Supplies:

- ☐ Water, one gallon of water per person per day, for drinking and sanitation
- ☐ Food, at least a three-day supply of non-perishable food
- ☐ Battery-powered radio and a NOAA Weather Radio with tone alert, and extra batteries for both
- ☐ Flashlight and extra batteries
- ☐ First aid kit
- ☐ Whistle to signal for help
- ☐ Infant formula and diapers, if you have an infant
- ☐ Moist towelettes, garbage bags, and plastic ties for personal sanitation
- ☐ Dust mask or cotton t-shirt to help filter the air
- ☐ Plastic sheeting and duct tape to shelter-in-place
- ☐ Wrench or pliers to turn off utilities
- ☐ Can opener for food (if kit contains canned food)

## Clothing and Bedding:

Living in a cold weather climate, you must think about warmth. It is possible that the power will be out and you will not have heat. Rethink your clothing and bedding supplies to account for growing children and other family changes. One complete change of warm clothing and shoes per person, including:

- ☐ Jacket or coat
- ☐ Long pants
- ☐ Long sleeve shirt
- ☐ Sturdy shoes
- ☐ Hat and gloves
- ☐ Sleeping bag or warm blanket for each person

## Additional Items:

Listed below are other items for your family to consider adding to your kit. Some of these items can be dangerous, so please handle carefully. Other emergency reference materials can be found at [www.ready.gov](http://www.ready.gov).

- |  |  |
|--|--|
| <input type="checkbox"/> Light Stick   | <input type="checkbox"/> Pet supplies and documents  |
| <input type="checkbox"/> Emergency Candle                                    | <input type="checkbox"/> Personal hygiene items including feminine supplies  |
| <input type="checkbox"/> Multi Tool  | <input type="checkbox"/> Disinfectant*   |
| <input type="checkbox"/> Rain gear   | <input type="checkbox"/> Household chlorine bleach* - You can use bleach as a disinfectant (diluted nine parts water to one part bleach), or in an emergency you can also use it to treat water. Use 16 drops of regular household liquid bleach per gallon of water. Do not use scented, color safe, or bleaches with added cleaners. |
| <input type="checkbox"/> Mess kits, paper cups, plates, and plastic utensils | <input type="checkbox"/> Medicine dropper  |
| <input type="checkbox"/> Cash or traveler's checks and change                | <input type="checkbox"/> Important Family Documents such as copies of insurance policies, identification and bank account records in a waterproof, portable container  |
| <input type="checkbox"/> Paper towels  |  |
| <input type="checkbox"/> Fire Extinguisher                                   |  |
| <input type="checkbox"/> Tent  |  |
| <input type="checkbox"/> Compass   |  |
| <input type="checkbox"/> Matches in a waterproof container*                  |  |
| <input type="checkbox"/> Signal Flare*                                       |  |
| <input type="checkbox"/> Paper, pencil                                       |  |

\* Can be dangerous

Summerfield relief shelter  
not a storm shelter.

Siren system - multiple function

- Enable alerts on phones  
smart911.com
- weather radio
- local broadcast - radio, t.v, cable
- Sirens. (5 years change battery)

Residents need to plan ahead if bad  
weather is probable -

Public  
Comments.

~~Beach~~ DNR - Beach up to water  
its up to township.

Rocks are our liability  
(Township).

Something has to be done  
with our Park.

(State Rd  
not Brine Road)

By rice pond not brined  
at all.